

POSITION DESCRIPTION

CHAUFFEUR

The U.S. Mission in Kuwait is seeking eligible and qualified applicants for the position of Chauffeur for the Marine Security Guards.

BASIC FUNCTION OF THE POSITION:

The incumbents serve as Chauffeur for the Marine Security Guards in support of their operations.

DUTIES INCLUDE:

Chauffeur duties:

- Driving Marines as needed for official and social purposes throughout Kuwait. The position provides this service the majority of the time and is on call at all hours.

Expeditor duties:

- Picking up or dropping off Marines and other visitors as needed from both civilian and military airports; required to know all areas of the airports and how to address issues that may arise concerning arrivals and departures.

Driving abilities:

- Must take and pass the Smith Driving course administered by the Embassy and must be medically qualified to operate. This will be required at all times under normal circumstances and also during high risk times when the passengers are needed in an emergency situation that may require quick but safe reaction to the Embassy.